



Base Bulletin

Vandenberg AFB, CA 93437-0759



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The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items (via email to <mailto:publishing.management.dci@vandenberg.af.mil> or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614) to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Submit your items typed or printed on 30 SW Form 8, Official Bulletin Notice. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Limit official items to four lines, unofficial to 2-3 lines and personal items to 1 line. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

SECTION I - ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961
Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

SECTION II - OFFICIAL

1. 30th Communications Squadron:

a. For Emission Security (EMSEC): information, check the AFCA Information Assurance web site at <http://www.afca.scott.af.mil/ip/emsec/emsec.htm#emsecpubs>. You will find and review updated information in the form of Emission Security Information Messages (ESIM) at <http://www.afca.scott.af.mil/ip/ip/messages/esim.htm>. (30CS/SCBI, 5-2352)

b. New Publications: The following new publications are available on the VEPDL: 14AFH 10-301, Activation and Mobilization of 14 AF Gained ARC Forces, and 30SWPAM 36-3, Vandenberg AFB Civilian Employee Information. (30CS/SCSP-DCI, 6-7892)

c. Did You Know: Air Force units at all levels must manage records systematically to make sure they are complete, accurate, trustworthy, and easily accessible. Also did you know Air Force units at all levels must document their organization, function, and activities and preserve their records by implementing effective life-cycle management procedures within their areas of responsibility. This all means, do you have a base approved office file plan? (30CS/SCBR-DCI, 6-4212)

d. Chief of an Office of Record (COR): "Person designated as head of an office where records are created, received, or maintained; has responsibility for physical and legal custody of records." CORs should review AFI 33-322, Records Management, on their respective responsibilities. (30CS/SCBR-DCI, 6-4212)

e. Effective Immediately: Thirty days from a squadron's initial Records Management (RM) staff assistance visit (SAV), the Base RM Office (30 CS/SCBR) will conduct mandatory follow-up SAVs to document complete closure. This will occur if the Base RM Office receives applicable corrective actions or not. (30 CS/SCBR, 6-4212)

f. Processing Administrative Communications: Sealed First Class letters marked "RETURN SERVICE REQUESTED" must be safe guarded after duty hours just as controlled mail. Do not leave these communications unattended overnight. (Newman, BITC 6-6545)

2. Traffic Management Office:

a. Separating, Retiring or PCSing? PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier your meet with us, the greater your chances of moving on the date you initially

select. As always, we will work with you to the greatest extent possible. POC: TSgt Dobbs, ext 6-0904 (30 TRANS/LGTTH)

b. Shipping/Receiving Packages via Federal Express: Attention all base organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages to up a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised on the classification level. Any questions may be directed to MSgt Hawley, ext 6-3381 (30 TRANS/LGTTF)

3. 30th Security Squadron Information:

a. Neighborhood Watch Program: This program is run by you and designed to help ensure a safe and secure neighborhood. If you are interested in starting this program in your area, call Police Services, 5-0792. (30 SFS/SFOSP)

b. Vacation Quarters Check: If you live in base housing and plan to take leave or go TDY, have Security Forces check your home while you are gone. To make arrangements, stop by the Law Enforcement Desk, Bldg. 13675. For more information, call Police Services, 5-0792. (30 SFS/SFOSP)

c. Firearms Registration: IAW 30 SWI 31-101, Installation Security Program, Paragraph 14.3.1., all base residents who own or possess firearms must register them with the Pass and Registration Office. To initiate the process, request an AF Form 1314, Firearms Registration, from your orderly room. After completing in triplicate, take the signed form to Bldg, 11777, Room C-111. For more information, contact your Resource Protection Monitor, or call 5-0797. (30 SFS/SFOSP)

4. Palace Chase Briefing: 13 Nov 01, 1300, Bldg. 11777, Room C-114. If you are interested in applying for this program, you must first attend this briefing. For more information, call MSgt Kartheiser (AF Reserve Recruiter, 6-2704). (30 MSS/ISR)

5. Commissary & Mini-Comm Hours for Veteran's Day & Thanksgiving: In Observance of Veteran's Day, the commissary and Mini-Comm. Hours will be:

11 Nov 2001	Both Stores:	Closed
12 Nov 2001	Main Store Hours:	Closed
12 Nov 2001	Mini-Comm Hours:	0600-1800

An additional full-service shopping day will occur on Monday 19 Nov 2001. Hours will be:

19 Nov 2001	Main Store Hours:	0930-1800
19 Nov 2001	Mini-Comm Hours:	0600-0930 and 1800-2100.

Thanksgiving Holiday hours will be:

22 Nov 2001	Both Stores:	Closed
23 Nov 2001	Main Store Hours:	Closed
23 Nov 2001	Mini-Comm Hours:	0600-2100 (DeCA/WP.VRG, 5-8803)

6. Notice: Colonel Robert M. Worley II, 30 SW/CC, regrets to announce the death of A1C Cassandra C. Willoughby of the 30th Communications Squadron. Anyone having claims for or against the estate of A1C Willoughby, deceased, please contact Capt Patricia Wiegman-Lenz, 30 CS/SCS, at 6-8787. Email: patricia.wiegman-lenz@vandenberg.af.mil.

OFFICIAL

Robert M. Worley II
Colonel, USAF
Commander

Mary E. Meyer
Chief, Publishing Management

SECTION III – UNOFFICIAL

ENSCO Employee of the Year: Mr. George Thomas was presented with ENSCO's Employee of the Year Award for his contribution to the Real-time Instrumentation Simulation Environment II. Mr. Thomas will be honored at a formal reception on 14 Nov 01, in Melbourne FL.

Lompoc Community Concert Association's (LCCA): LCCA's first concert will be Italian born pianist, Cristiana Pegoraro, playing classical, Cuban, and South American music Sunday afternoon, 11 Nov 2001 at 1500. The concert will be held at First United Methodist Church, 925 North "F" Street on the corner of "F" & North Avenue in Lompoc. Also in the series are: Robert Trentham, tenor - Civil War Songs 13 Apr 02; Linda Wang - violinist 27 Apr 02; and Joe Burgstaller - trumpeter on 2 Mar 02. Adults - \$40, students - \$19, and family subscriptions - \$90 for the 4 concerts will be available at the door. Individual tickets are \$20.00 per concert. For more information contact: Molly Blaschke at 733-2125 or Jean Jacoby at 736-8713 in Lompoc or in the Santa Ynez Valley contact Anabelle Dalbert at 688-4687. (Clark, ITT)

Family Support Center: Pre-Register for all Classes, Workshops & Seminars. (30MSS/DPF)

a. Weekly Nutrition Classes at the HAWC: Wednesdays, 1130-1230. Topics include: Heart Smart for Cholesterol Control, Diabetic Meal Planning with carbohydrate counting, Prenatal/Child Nutrition and Nutrition for Health. Call 6-2221 for more information.

b. Mutual Fund Basics: 9 Nov 01, 1100-1200. Also known as Mutual Funds 101, this class will explain the basics of investing in mutual funds. To register call 6-4491.

c. Initial Transition Plan: For military members scheduled to be separated or retired, an Initial Transition Plan (ITP) counseling is required at least 90 days prior to leaving the service. The briefing mainly consists of service members' benefits. The base Transition Assistance Program (TAP) has just added a session to offer this mandatory counseling, every Tuesday morning, 0800-0900, except the TAP Seminar week. Spouses are welcome and encouraged to attend. Call 5-0134 for scheduling.

d. Job Information Expo: 13 Nov 01, 1000-1030, Family Support Center. Come to find out information on local job employment opportunities and sources. Find out who's hiring and who's not. Find out how to add your resume to the AF and local websites. Call 5-8557 for more information.

e. Single Parents Support Group: 13 Nov 01, 1100-1300 at the Pacific Coast Club. This is an informal group for individuals who are dealing with divorce and single parenting. Pre-Registration not required. For more information, call 6-9958.

f. Manage Your Move: 14 Nov 01, 1330. For adults on the move, includes briefings from Finance, TMO, Housing, Legal Office, and tips from TRICARE. Have your questions ready and plan to attend within 120-90 days prior to departure. Spouses are encouraged to attend. Call 6-0801 to register.

g. National Society of Military Widows: 14 Nov 01, 1400. Meet at the Retiree Activities Center located adjacent to the Base Exchange and Four Seasons Store. Guest speakers talk on items of interest to widows and retirees.

h. Developing a Spending Plan that Works: 15 Nov 01, 1100-12. A seminar that presents information on developing a plan for spending and saving money. Take a look at spending habits, understanding and clarifying needs from wants, and how to have balance in your spending.

i. Healthy Cooking Classes: 1400, 15 Nov 01. Call the HAWC, 6-2211, to sign up.

j. Self Esteem Class: 15 Nov 01, 1330-1500 in the 30 MDG Commander's Conference Room. We all have self-esteem, so come by and learn more about it. Hosted by Julie Ramsey, LCSW, and Nancy Sias, RN, MA, MFT. Contact Val Anderson at 6-8217 or 6-5338 to RSVP.

k. Retiree Appreciation Day: 16 Nov 01, 0830. The annual Retiree Appreciation Day will be held on 16 Nov 2001, at the Pacific Coast Club. Registration begins at 0830 and the formal program will begin at 0930. Guest Speakers will be Maj Gen (ret) Richard Murray, President of the National Association for Uniformed Services (NAUS); Chief Master Sergeant (ret) Mark Olanoff, National Legislative Director of the Retired Enlisted Association; and, Lt Col Scott Dawson, 30 Medical Group, Vandenberg Air Force Base. TRICARE-for-Life will be the primary topic, but other services and issues will be discussed. Invitational letters were sent out on August 21, 2001, and attendees must RSVP to the following numbers: (805) 606-5474 or (805) 606-3711.

l. ARC Babysitter's Training Course: 17 Nov, 0800-1700 at the Family Support Center. Cost is \$25.00 per participant. Objective is to teach young people 11-15 years of age essential skills for handling the responsibilities of childcare as well as being a well-rounded babysitter. This course also addresses the issues of employee expectations of the babysitter. Students will learn how to: interview for a babysitting job, make good reasonable decisions, supervise children, adjust actions based on age of

child, choose safe and age appropriate toys and games, keep children and babysitter safe, handle an emergency or illness, perform first aid, including responding effectively to life-threatening emergencies, and perform basic care routines such as diapering feeding and dressing of infants and children. For information or registration contact the Lompoc ARC office at 736-5110 or TSgt Lefebvre at 606-0039.

m. Global Hearts Group: 17 Nov 01. The Family Support Center, Chapel, and Services Squadron realizes that being separated from the service member involves a lot of adjustment for you and your family. We also know you will be faced with new problems, both physical and emotional. The Global Hearts Group was started to offer you support, answer any questions, and try to make your separation from your spouse as stress free as possible. There are several sources of help and support for military families with deployment related needs. Asking for help is not a sign of weakness, it shows that you're concerned about your family and willing to take action to solve any problem. This group is intended for remaining spouses of active duty members who are TDY, remote, or deployed for more than 30 days. Next meeting date is scheduled for 17 Nov 01. If you have any questions regarding the Global Hearts Group, contact the Family Support Center at 606-0039.

n. Newcomer Spouse Orientation: 19 Nov 01, 745-1230 for a full morning of the Base Newcomer Orientation at the Pacific Coast Club or opt to arrive at 0950 to attend the Community Fair followed by the Spouse Group at 1100. Children are welcome to the Fair and Spouse Group — toys are provided. Meet other newcomers and learn about services and things to do on and off VAFB. Registration is not necessary, but call 6-0801 for more information.

o. Sponsorship Training: 19 Nov 01, 1500-1600. Hear about the changes in the program and learn sponsor responsibilities, relocation resources, and tips to assist newcomers. Also offered as a tutorial on the "Intranet" or website <https://intranet.vandenberg.af.mil/sponsor/index.htm>. To sign up call 6-0801.

p. Operation Baby Launch: 19 Nov, 1700 in the 30 Medical Group Auditorium (across from the Orderly Room on the First Floor). A health care information meeting for expectant parents or anyone anticipating starting a family. Gather information on healthcare options and benefits. Representatives from each of the contracted hospitals will be in attendance. Spouses/partners are welcome. For further information contact Capt Eagleton at 606-9630, Val Anderson at 606-5338 or Nancy Sias at 606-8217.

q. Financial Planning: 20 Nov, 1700. The future is now! Are you ready for retirement? College? Estate planning? Tax savings? Second career? Get the information you need to help you make decisions that affect your future. Call 6-4491 to register.

r. Resume Writing: 21 Nov 01, 0930-1130. Learn how to write a winning resume or update an old one. Learn current formats/styles, hot effective words and power statements to include in your winning resume! To register call Tinisha Agramonte at 5-8557.

30th Services Squadron: (30 SVS/SVK, 6-0276)

a. Pacific Coast Club: (For details on any club functions please call 734-4375 or 734-4376).

The Pacific Coast Club will be closed on 12 Nov 01 in observance of the Veteran's Day Holiday.

Entertainment

- **Ultimate Membership Drive Kickoff:** Now through 18 Nov 01. Become a club member during this drive and have a chance to win some new wheels.
- **Every Friday is Club Card Drawing.** Don't miss your chance to win the Jackpot. Drawing is every Friday between 1700-2000. Must be present to win.
- **Entertainment Events:**
 - 8 Nov 01, 2100-0200. **Mug Night with DJ** in the Hawk's Nest.
 - 9 Nov 01, 2100-0200. **Latino Night** in the Hawk's Nest.
 - 10 Nov 01, 2100-0400. **All Nighter** in the Hawk's Nest.
 - 12 Nov 01. No Football Frenzy. Club Closed.

Menu

- **Evening Dining:** 1800-2000.
 - 7 Nov 01: Wednesday Evening Special. **Salmon Wellington.** \$14.95.
 - 14 Nov 01. **All U-Can-Eat – Beef & Crab Legs.** \$16.95.
 - 18 Nov 01, 1000-1400. **Sunday Brunch.** Adults, \$13.95.

b. Fitness Center: (30SVS/SVMP, 6-3832)

- **Ongoing Classes:** The Fitness Center has classes in Karate, Aerobics, Yoga and more. Stop by the Fitness center for the current schedule. For more information, call 736-6213.
- **Run/Walk Across America:** This is a free incentive program with awards being offered for achieving levels of distance. This program is open to everyone. Sign up at the Fitness Center.

- **Boxing Club:** Monday and Friday 1830 to 2000, in the Aerobics Center Annex. Contact Don Green at 733-2245 for more information.
- **Rock Climbing Club:** If you are interested in forming a club, contact Rod Paronto at 6-3832 for more details.
- **Upcoming Activities:**
 - 8 Nov 01, 0900-1000. **Men on Weights.**
 - 9 Nov 01, 1200. **5K Run.**
 - 12 Nov 01, 1300-1500. **Body Fat Testing.**
 - 13 Nov 01, 0900-1000. **Women on Weights.**
 - 15 Nov 01, 0900-1000. **Men on Weights.**
 - 16 Nov 01, 1200. **5K/10K Turkey Trot.**
- c. **Bowling Center:** (30SVS/SVK, 6-3209)
 - **9-Pin No-Tap:** 10 Nov 01. Check in at 1730, Bowling starts at 1800. Cost is \$10 per person, including 300 game pot.
 - **Roll for a Turkey:** 11-17 Nov 01. Every game bowled gets you an entry in the Turkey drawing. (not valid during Thunder Alley).
 - **Turkey Shoot:** 11-16 Nov 01. Attention League Bowlers. Put up \$1 before bowling, get strikes in the 3rd, 6th and 9th frames and win 1/3 of the pot.
 - **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2200-0100, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
 - **Bonanza Bingo:** Play daily from open to close. It's only \$1 per card for a chance to win up to \$1000.
- d. **Services Center:** (30SVS/SVYR, 5-8974)
 - Information Tickets & Travel
 - 23 Nov 01. **Christmas Shopping Trip to the Camirillo Mall.** Transportation \$35.
 - 6 Dec 01. **Disneyland or California Adventure.** Transportation to either park, \$35. Ticket purchase required.
 - 8 Dec 01. **Glory of Christmas** at the Crystal Cathedral. Transportation and reserved center balcony seating, \$65.
 - 27 Dec 01. **Aida** at the Ahmanson Theater. Transportation and orchestra seating \$98.
 - 13 Jan 02. **Stars on Ice** in San Jose. Transportation and tickets \$98.
 - **Natural Knead Massage Therapy:** Therapeutic massage is a valuable addition to health care and fitness routines as a natural way to promote healthy body functioning, and to enhance the body's restorative powers. Located in the Services Center, call for appointments at 5-4748. Current Specials Offered:
 - 30 Minute Lemon and Mint Foot Bath and Massage - \$25.
 - 1 Hour Aromatherapy Massage Special - \$45.
 - 1 Hour Massage Special for E1-E4 - \$35.**Christmas Gift Certificates** available.
- e. **Youth Center:** (30SVS/SVYY, 6-2152)
 - **Volunteers Needed:** Youth Sports is looking for volunteers to be coaches, scorekeepers and officials for the upcoming season.
 - **Parents Advisory Board:** Stop by the first Wednesday of every month for the Parents Advisory Board Meeting.
- g. **Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)
 - **Turkey Shoot:** 17 Nov 01. Format: 2-Person Select Shot. Entry fee is \$10 per player. Sign up at the Pro Shop.
 - **Ladies Priority:** Every Wednesday 0830-0900.
- h. **Rod & Gun Club:** (30 SVS/SVRO, 6-4560)
 - **Open Skeet and Trap Shooting:** Every Wed, Fri, Sat, and Sun at 0830, except for special events.
- i. **Library:** (30 SVS/SVT, 6-6414)
 - **Preschool Story Time:** Story time for children 2 to 5 years old every Thursday at 1000. Please sign up your child in advance so crafts can be planned. Contact the Library at 6-6414.
 - **Internet is Here!** The library now has Internet access available.

Education Services & Human Resources Flight: (30MSS/DPHS, 5-5902)

a. SAT: 9 Nov 01, 0830. The SAT Test will be given on Friday 9 Nov 01 at 0830 at the Education Center. This test is open to active duty only. To schedule, call Base Education 5-5904. The SAT may be needed for various commissioning programs.

b. Cal Poly Courses: The following courses will be available in Winter '02 to students at Vandenberg AFB: Aero 550-80 Analysis and Design of Flight Control Systems; Aero 502-80 Methods of Applied Mathematics; Aero 500 Individual Study; Aero 599 Design Project/Thesis. Winter Session begins 7 Jan 02. New students should go to the website http://www.ess.calpoly.edu/_admiss/ to apply for program admission. For all students accepted by the program, connect to www.power.calpoly.edu for web registration. Please contact Vera Gee at vgee@calpoly.edu for admission questions, or Dr. Jin Tso for general advising at 756-1391.

c. Applications for Physician Assistant Training Program for CY 02: Applications for Physician Assistant training for classes beginning in Jan 03, Apr 03, and Aug 03 will be accepted no later than 25 Jan 02. See your Education Counselor for details 5-5904.